

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING**

**October 22, 2020**

**PRESENT:** Randy Johnson, Bev Bartlett, Deb Lundberg, Megan Borchardt, Eileen Littig, Mary Johnson, Amy Payne, Pat Lassila, Tom Diedrick

**EXCUSED:** Mary Derginer, Dennis Rader

**ABSENT:** Sam Warpinski

**ALSO PRESENT:** Devon Christianson, Christel Giesen, Debra Bowers, Kristin Willems, Mary Schlautman, Tina Brunner, Robin VanRemortel, Jeremy Slusarek, John Holzer, Nick Musson-GWAAR

The meeting was called to order by Chairperson Johnson at 8:30 a.m.

**PLEDGE OF ALLEGIANCE:**

**INTRODUCTIONS:**

Robin VanRemortel introduced herself to the Board of Directors. Ms. VanRemortel is the newly hired Finance Coordinator for the ADRC to replace Ms. Bowers who is retiring in January 2021.

**APPROVAL OF MINUTES OF REGULAR MEETING OF SEPTEMBER 24, 2020:**

Supervisor Borchardt/Ms. Lundberg moved to approve the minutes for the September 24, 2020 Meeting. **MOTION CARRIED with no negative vote.**

**COMMENTS FROM THE PUBLIC:**

**ADOPTION OF THE AGENDA:**

**FINANCE REPORT:**

**A. REVIEW AND APPROVAL OF SEPTEMBER 2020 FINANCE REPORT:**

Ms. Bowers referred to the September 2020 Financial Highlights and ADRC & Grounded Café' Summary Report to demonstrate the preliminary expenses and revenues for September.

Ms. Littig/Ms. Bartlett moved to receive the September 2020 finance report and place on file. **MOTION CARRIED with no negative vote.**

**B. REVIEW OF DONOR DIRECTED DONATIONS:**

Ms. Bowers reviewed the report of September 2020 Restricted Donations.

**DIRECTORS REPORT:**

**A. ADRC PHASE-BACK PLAN REVIEW:**

Ms. Christianson reviewed the current state of the community regarding the recent rise Covid cases. Ms. Christianson shared that the agency has 1600 additional contacts in 2020 compared to 2019 and there have been 214 virtual visits with staff and customers.

Ms. Giesen reviewed the Covid-19 Policy and Procedures document

Ms. Littig/Ms. Johnson moved to keep the ADRC at step 1.5 of the Phase In Plan. **MOTION CARRIED with no negative vote.**

Ms. Christianson suggested sending a Letter Of Communication to the County Board Chair, the Human Service Committee Chair and to the County Executive explaining how the ADRC is continuing to conduct business with customers during the pandemic.

Chairperson Johnson suggested to bring draft of written letter to the Executive & Finance Committee meeting for final approval before sending.

Ms. Littig/Mr. Diedrick moved to approve writing a Letter of Communication to the County Board Chair, the Human Service Committee Chair and to the County Executive that will be approved at an ADRC Executive & Finance Committee meeting on 12/12/2020. **MOTION CARRIED with no negative vote. Supervisor Borchardt abstained.**

**B. HUMAN SERVICE BUDGET COMMITTEE:**

Ms. Christianson shared that the Human Service Committee approved the ADRC 2021 Budget as presented. The final step is approval by full Brown County Board.

Ms. Christianson shared that "Racism is a Public Health Crisis" has passed in the City Council and will now move to the Brown County Board for approval. Ms. Christianson shared that regardless of the outcome, her intention for the ADRC was to continue to raise awareness and provide training to staff on how this issue ties to health.

**C. DIRECTOR EVALUATION PROCESS:**

Chairperson Johnson explained that they will receive an email to link to a form to provide feedback for Ms. Christianson's 2020 Director Evaluation.

**D. EQUITY TRAINING SERIES:**

Ms. Christianson shared that Ms. Katie Hamm will be speaking at the December All-Agency meeting on the topic of Equity and Inclusion. Ms. Christianson shared that ADRC Managers will be leading 5 bi-weekly small group sessions beginning in January 2021 to discuss this topic. Ms. Christianson asked that ADRC Board members attend the event in December and urged board members to participate in small group sessions as well.

**E. RESOLUTION ON ADRC REINVESTMENT:**

Ms. Christianson shared that the WCA (Wisconsin Counties Association) has proposed that the State of Wisconsin reinvest in ADRC which would address inequities across the counties in the State.

**STAFF REPORT: MARY SCHLAUTMAN INFORMATION & ASSISTANCE COORDINATOR:**

Ms. Schlautman shared a PowerPoint showing highlights and challenges from the Information & Assistance unit in 2020.

- Shift to remote work beginning in March 2020
- Provided outbound risk assessment check ins with Home-Bound Meal participants
- Uptick in neglect cases; more referrals to APS
- Customer fear accepting formal supports due to pandemic
- Reduced beds available in nursing homes
- Balancing needs of customers and staff
- More calls for current-urgent needs rather than planning/resources.

**ANNOUNCEMENTS:**

**NEXT MEETING** – HR & Nominations Committee Meeting Thursday November 12, 2020 9:30 AM  
ADRC Board of Director's Meeting -December 17, 2020 at 8:30 AM.

**ADJOURN:**

Ms. Littig/Mr. Diedrick moved to adjourn the meeting. **MOTION CARRIED with no negative vote.**

The meeting adjourned at 10:30 a.m.

Respectfully Submitted,  
Kristin Willems,  
Administrative Services Coordinator